



JOB FAMILY

Role Name	Senior Coach – Swimming
Job Code	
Role Summary	<ul style="list-style-type: none"> To contribute to the effective delivery and development of the ESL swimming programme. Conduct swimming lessons for all levels ensuring progressive athlete development and safety. Maintain high levels of coaching, standardise delivery and effective planning for lessons and competitions. To establish strong links with the schools and promotion of the ESL swimming programme.
Main Accountabilities	<ul style="list-style-type: none"> Provide coaching to participants of the ESL Swimming programme at various schools in Hong Kong. Maintain flow and development of school programmes ensuring correct technique and skill progression to achieve desired outcomes. Plan sessions, ensure coaching is appropriate to the skill level of the child. Implement the existing ESL Swimming programme and work with Head of Swimming to develop and refine the levels and overall programme curriculum. Assist the coordination and mentoring of volunteers and assistants. Assist in site scheduling and smooth delivery of the sessions. Monitor and evaluate athletes performance and progress, providing appropriate feedback to parents, schools and Head Coach. Complete relevant lesson registers and assessment sheets. Promote swimming activities positively within ESF and wider community. Take an active role in increasing participation and growth of the programme. Attend regular workshops, Continued Professional Development days and team meetings. Work closely with P.E. teachers and their schools to promote swimming activities and events. Liaise with schools, clubs and other sports to develop best practice in coaching and issues such as child protection and safety. Maintain all equipment in good working condition and report any safety concerns to line manager. Ensure all equipment is stored correctly at end of each session. Complete miscellaneous tasks and other responsibilities assigned by Head Coach, Swimming or Head of Sport.
Typical reporting relationship	<ul style="list-style-type: none"> Reports to: Head Coach – Swimming The Senior Coach works closely with Head Coach – Swimming, full-time and part time swimming coaches. They will form working relationships with PE instructors at their site(s) to support the delivery of high-quality teaching and learning. Other frequent contacts are students, parents, ESF administration staff and ESF sport staff.
Minimum typical education	<ul style="list-style-type: none"> Possess a current certificate in coaching/teaching Swimming or equivalent
Minimum typical experience	<ul style="list-style-type: none"> Three years recent experience in teaching/coaching young children in swimming Experience in teaching a range of ages and ability levels (including, but not limited to infants, school age, adult, squads) Proven experience of working with schools Experience in dealing with volunteers and assistants



Core Professional / Technical Competencies required	<p><u>Abilities</u></p> <ul style="list-style-type: none">• Passionate about teaching swimming• Energy, enthusiasm and the ability to motivate others• Work and function effectively within a team• Good organisational and planning skills• A confident and professional manner <p><u>Knowledge</u></p> <ul style="list-style-type: none">• AUSTSWIM Teaching of Swimming and water safety (Australia)• Experience in event planning• Additional sports related qualifications• Knowledge on National and International sporting initiatives
Core Soft / Transferable Competencies required	<ul style="list-style-type: none">• Possess basic computer knowledge in word and excel• Flexibility to adapt to changing environments, ability groups and weather conditions• A commitment to work unsocial hours• Good verbal and written communication skills• Fluency in English essential
Development / Training to support role competencies	<p><u>Development activities</u></p> <ul style="list-style-type: none">• Willing and enthusiastic about continued professional development, education and training <p><u>Relevant courses</u></p>
Notes:	